



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEMP-II (415-15)

19 APR 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Military Construction (MILCON) Congressional Notification Requirements for Project Scope Reductions

1. Reference:

a. DAIM-ZA memorandum, 1 Dec 04, subject: Military Construction (MILCON) Congressional Notification Requirements for Project Scope Reductions (enclosure 1).

b. DASA(I&H) memorandum, 12 Nov 04, subject: Congressional Notification Requirements for Changes in Scope on MILCON Projects (enclosure 2).

2. This memorandum provides procedures to be followed when processing Congressional notification of scope reductions, whether scope and/or cost is less than 75 percent of the appropriated/authorized amount. Congressional notification is required if either condition exists as described in paragraphs 2.a. or 2.b. of reference 1.b. This guidance applies to the Military Construction Army (MCA), Army Family Housing Construction (AFHC) and Military Construction Army Reserve (MCAR) Programs.

a. The Regional Integration Team (RIT) will prepare and staff the request to the Office of the Assistant Chief of Staff for Installation Management (OACSIM) through the Program Integration Division for the signature of the Director of Military Programs. The request must include the reason for the notification as well as the completed standard CWE sheet.

b. Once the memorandum is signed by the Director, the RIT will electronically submit a PDF version of the request to OACSIM so they can finalize the Congressional Notification package and submit it to the Deputy Assistant Secretary of the Army for Installations and Housing for submission to Congress. OACSIM will notify the RIT when the 21-day notification period is completed so the project can be awarded.

3. The point of contact for this action is Maryann Delaney, CEMP-II, (202) 761-5775.

FOR THE COMMANDER:

Encls

J. JOSEPH TYLER, P.E.
Chief, Programs Integration Division
Directorate of Military Programs

19 APR 2005

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DISTRIBUTION:

COMMANDER,

US Army Engineer Division, Great Lakes and Ohio River, ATTN: CELRD-DL-M, CECW-LRD

US Army Engineer Division, Gulf Region, ATTN: CEGRD

US Army Engineer Division, North Atlantic, ATTN: CENAD-PP-M, CEMP-NAD

US Army Engineer Division, Northwestern, ATTN: CENWD-MT (Portland), CECW-NWD

US Army Engineer Division, Northwestern, ATTN: CENWD-MT-M (Omaha)

US Army Engineer Division, Pacific Ocean, ATTN: CEPOD-PP, CEMP-POD

US Army Engineer Division, South Atlantic, ATTN: CESAD-PM-P, CECW-SAD

US Army Engineer Division, South Pacific, ATTN: CESPDM, CEMP-SPD

US Army Engineer Division, Southwestern, ATTN: CESWD-PP, CEMP-SWD

US Army Transatlantic Programs Center, ATTN: CETAC-PD-M, CEMP-II-T

Naval Facilities Engineering Command, ATTN: Bruce Ulizio, Code 383

CF:

CDR, US Army Engineering and Support Center, Huntsville, ATTN: CEHNC-CD

Deputy Assistant Secretary of Army for Installations and Housing, ATTN: DASA(I&H)

Assistant Chief of Staff for Installation Management, ATTN: DAIM-FDC/DAIM-FDH/ACSIM-AR



DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON, DC 20310-0600

DAIM-ZA

01 DEC 2004

MEMORANDUM FOR Director, Military Programs, US Army Corps of Engineers (CEMP), Washington, DC 20314-1000

SUBJECT: Military Construction (MILCON) Congressional Notification Requirements for Project Scope Reductions

1. Reference memorandum, DASA(I&H), 12 Nov 2004, subject: Congressional Notification Requirements for Changes in Scope on MILCON Projects (Enclosure).
2. This memorandum provides implementing guidance for new Congressional notification requirements regarding Military Construction, Army (MCA), Army Family Housing, Construction (AFHC), and Military Construction, Army Reserve (MCAR) projects where scope and/or cost is less than 75% of the appropriated/ authorized amount. The two basic conditions where a 21 Calendar-day Congressional Notification is required prior to award of a construction project or land acquisition are:
 - a. Project's scope (engineering based attributes such as square footage, number of dwelling units, acres, etc) is reduced to less than 75% of the scope shown on the Congressionally approved DD Form 1391.
 - b. Project's award current working estimate (CWE), based on actual bids, is less than 75% of appropriated/authorized amount. Please note that the CWE of the project must include 5% contingency (except land acquisition projects) and associated supervision/inspection costs.
3. The following procedures will be immediately implemented when changes in scope require Congressional Notification:
 - a. Headquarters, U.S. Army Corps of Engineers will submit an electronic notification request to the Office of the Assistant Chief of Staff for Installation Management (OASCIM) that will include the reason for the notification along with the CWE.
 - b. OASCIM will prepare the Congressional Notification package and submit it to the Deputy Assistant Secretary of the Army for Installations and Housing for submission to Congress.
 - c. Project may be awarded after the 21 day Congressional notification period has expired.

DAIM-ZA

SUBJECT: Military Construction (MILCON) Congressional Notification Requirements
for Project Scope Reductions

4. My points of contact are Ms. Wendy Schmidt, DAIM-FDC,
wendy.schmidt@hqda.army.mil, (703) 604-1449 for MCA; Mr. Richard Hentz, DAIM-
FDH, Richard.hentz@hqda.army.mil, (703) 601-0717 for AFH; and Mr. Michael
Sugimura, DAIM-AR, Michael.sugimura@hqda.army.mil, (703) 601-1936 for MCAR.

Encl



LARRY J. LUST

Major General, GS

Assistant Chief of Staff

for Installation Management

CF:

Assistant Secretary of the Army for Installations and Environment (DASA(I&H))

Assistant Secretary of the Army for Financial Management (ASA-FM)

Director, Installation Management Agency (IMA)



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
INSTALLATIONS AND ENVIRONMENT
110 ARMY PENTAGON
WASHINGTON DC 20310-0110
1 2 NOV 2004

MEMORANDUM FOR ASSISTANT CHIEF OF STAFF FOR INSTALLATION
MANAGEMENT
DIRECTOR, ARMY NATIONAL GUARD
CHIEF, ARMY RESERVE
DIRECTOR OF MILITARY PROGRAMS, HQUSACE

SUBJECT: Congressional Notification Requirements for Changes in Scope on
MILCON Projects

Reference 10 U.S. Code, Section 2853, Authorized Cost Variations, and
Conference Report 108-773, October 9, 2004, page 50, Notification Requirements for
Changes in Scope.

This memorandum provides guidance on the Congressional notification
requirement for a scope reduction on an Army Military Construction project (including
land acquisition) or a military family housing project. A Congressional notification of
scope reduction (with a 21-day wait period) is now required prior to project execution
if either of the following conditions apply: (1) the project scope (based upon
engineering attributes such as square footage) is reduced to less than 75% of the scope
of the project as approved by Congress, or, (2) the cost is reduced to less than 75% of
Congressionally authorized/appropriated amount.

Joseph W. Whitaker
Deputy Assistant Secretary of the Army
(Installations and Housing)
OASA(I&E)

